



TOWN OF WESTFORD
BOARD OF SELECTMEN

TOWN HALL
55 Main Street
WESTFORD, MA 01886
Phone (978) 399-2550 Fax (978) 399-2557

ACTION TAKEN

MEETING AGENDA

Tuesday, September 27, 2011

7:00PM

Town Hall, Meeting Room, 55 Main Street

(Selectmen Wormell and Sullivan Absent)

1. 7:00PM **Executive Session**
 - Discuss collective bargaining with union personnel
2. 7:30PM **Call to Order**
3. 7:31PM **Pledge of Allegiance**
4. 7:32PM **Open Forum/FAQ/Announcements**
 - Spotlight on Westford – Council on Aging, *Joanne Sheehan*
 - Recognize Diane Holmes for her 8 years of service on the Affordable Housing Committee
 - **Norman Bristol requested to appoint three members to the Cultural Council**
 - **Ruth Coleman**
 - **Debra Siriani**
 - **Alison Bortolussi**

Approved 3-0
5. 7:35PM **Review of The Draft Westford Housing Production Plan** - *Beverly Woods, Executive Director, NMCOG*
6. 7:45PM **Request for Change of Manager for All Alcohol Restaurant Liquor License**
 - Westford Grille - *Kim M. Galvin*
142 Littleton Rd

Approved 3-0
7. 7:50PM **Request Approval of a Special License and Sunday Entertainment License For Witches Woods** - *Nashoba Hill Corp – Attorney Doug Deschenes*
79 Powers Road
Sunday, October 2, 9, 16, 23, & 31, 2011
5:30pm to 12:00am

Approved 3-0
8. 7:55PM **Request Approval of a Special License - Music Café** – *Nancy Wimberg*
Friends Advancing Music Education (F.A.M.E.)
Parish Center for the Arts
Friday, December 2, 2011
6:30pm – 11:00pm

Approved 3-0

9. 8:00PM **Request for Approval Draft Tax Increment Financing Agreement
Between the Town and Red Hat – Scot Butcher - Managing Member,
Tax Incentives Consultants, LLC**
Approved 3-0

10. 8:20PM **October 17, 2011 Special Town Meeting**
1) Review articles (1-6, 8-11 & 13) with proponents
2) Finalize motions
3) Vote positions on articles

ARTICLE 1:	Fiscal Year 2012 Budget Adjustments	Town Manager
ARTICLE 2:	Fiscal Year 2012 Budget Transfers	Town Manager
ARTICLE 3:	Unpaid Bills Prior Fiscal Years	Town Manager
ARTICLE 4:	Acquire Real Property Located at 57 Main Street for General Municipal Purposes	Citizen Petition
ARTICLE 5:	Perchlorate Expenses Recommend 3-0	Board of Selectmen
ARTICLE 6:	Capital Requests	Town Manager
ARTICLE 8:	Economic Development Incentive Program Project - Red Hat, Inc. Recommend 3-0	Board of Selectmen
ARTICLE 9:	Reduce Amount Raised by Taxes in Fiscal Year 2012	Finance Committee
ARTICLE 10:	Authorization to Accept Grant Funding for Acquisition, Development, and Construction of Recreation Facilities and Related Costs	Parks and Recreation Commission
ARTICLE 11:	Amend the Definition of "Pond" in the Section 171-9 Definitions of the Non-Zoning Wetlands Bylaw Recommend 3-0	Conservation Commission
ARTICLE 13:	Land Transfer – Vine Brook Tax Possession Parcels to Conservation Commission Recommend 3-0	Conservation Commission

11. 8:50PM **Old/New Business**
Postponed until after the October 17th Special Town Meeting
• Board reorganization

12. 8:55PM **Board Reports/Updates**
Postponed to 10/11/11
• Discussion regarding hunting on Gage forest land – *Selectman Val Wormell*

13. 9:00PM

Approved 3-0

Consent Agenda

Town Common Request

- Concert on the Common
Nashoba Valley Concert Band – David Sherrill (not attending)
Sunday, October 2, 2011
3:00pm – 6:00pm

14. 9:05PM

**Selectman Jefferies liaison, Jim
Sullivan, citizen**

Town Manager's Report

- 1) Update BOS on Sign Bylaw Revision Project and request input and representative for working group – *Chris Kluchman, AICP Planner*
- 2) Request support for Minot's Corner four-sided crosswalk plan – *Paul Starratt, Town Engineer*
- 3) Request approval to accept the bid from Tufts Health Plan and change health insurance carriers effective November 1, 2011
- 4) Request approval of plan for Animal Control services – *John Mangiaratti*

Approved 3-0

Approved 3-0

Subject to collective bargaining

Approved 3-0

15. 9:35PM

**Response to email from Tony
Martinez:
State and District Attorney are
leading the investigation. The
Westford Police Department
has not been asked to
participate**

Correspondence

16. 9:40PM

Adjournment

**Board of Selectmen
Correspondence
September 27, 2011**

Outgoing Correspondence:

15.01	9/13/11	Letter to Nashoba Valley Technical School District regarding projects for the 2011-2012 school year
15.02	9/15/11	Letter to MassWorks Infrastructure Program regarding MassWorks Grant Program

Incoming Correspondence:

(Listed by date sent/date received)

15.03		Moving Together Conference postcard – October 12, 2011
15.04	8/17/11	Letter from Massachusetts Emergency Management Agency (MEMA) regarding the Statewide Public Safety Mutual Aid Law
15.05	9/1/11	Letter of thanks from Kate Hollister of the Westford Land & Trail Stewardship Committee to the Conservation Commission
15.06	9/6/11	Letter from Chabad of Nashoba Valley
15.07	9/8/11	Resignation letter from Diane Holmes from the Affordable Housing Committee
15.08	9/9/11	Letter from Seaboard Solar
15.09	9/14/11	Letter regarding Resources, Inc. donation to Freedom Park
15.10	9/14/11	Meadowbrook Farm Pig Roast flyer 10/1/11
15.11	9/15/11	Notice from the U.S. Postal Service regarding conducting an Area Mail Processing (AMP) study
15.12	9/15/11	3 rd Quarter Landfill Gas Monitoring report from Stantec
15.13	9/16/11	Northern Middlesex Council of Governments (NMCOG) agenda 9/21/11
15.14	9/16/11	Memorandum from the Department of Housing & Community Development regarding Subsidized Housing Inventory Biennial Update
15.15	9/19/11	Zoning Board of Appeals corrected decision – 16 Main Street
15.16	9/18/11	Email from Tony Martinez